



WESTMINSTER DEPARTMENT OF PUBLIC WORKS
P.O. BOX 376 WESTMINSTER, MA 01473 - Tel. (978) 874-5572

RECEIVED

2021 OCT 26 AM 11:38

TOWN OF WESTMINSTER

Commissioners
Lorraine J. Emerson, Chairman
Vance A. Butterfield
Ross W. Barber

Joshua W. Hall, P.E.
Director of Public Works

PUBLIC WORKS COMMISSION MEETING MINUTES

October 12, 2021

Location: Public Works Department Office, 2 Oakmont Avenue

Present: Lorraine J. Emerson – Chairman, Vance A. Butterfield, Ross W. Barber, Joshua W. Hall – Director of Public Works, Kevin Collins – Assistant Director of Public Works, Dale Lucier - Executive Assistant

6:00 PM Opened Meeting at Public Works Department Office. Reviewed and signed bills for payment.

6:01 PM Commissioner Butterfield made a motion that the Commission sign the Water Accounts commitment for the month of September 2021 in the amount of \$957.07 and the Sewer Accounts commitment for the month of September 2021 in the amount of \$771.11. The motion seconded by Commissioner Barber. Voted unanimously.

6:02 PM Commissioner Barber made a motion that the Commission approve the meeting minutes of September 7, 2021 and September 20, 2021 as written. The motion seconded by Commissioner Butterfield. Voted unanimously.

Chairman Emerson introduced and welcomed the new Assistant Director of Public Works Kevin Collins.

6:03 PM Snow Plow Contracts

Commissioner Butterfield made a motion to award snow plowing contracts to Ben Mountain, and Lafferty Enterprises LLC. The motion seconded by Commissioner Barber. Voted unanimously.

6:05 PM Pole Petition- Bean Porridge Hill Road (3 poles)

Chairman Emerson opened the public hearing. Mattheus Viena from National Grid presented the project. He stated that the new poles were to assist in the connection from 1 phase to 3 phase and to reduce the tension and pressure of the existing poles. The new poles will be upgraded to 45 feet in height and anchored on private property. National Grid will need easements from the property owners and are in the process of obtaining the easements. Resident of 159 Bean Porridge Hill Road, Petri Pautio had concerns about a tree that has an anchor in it from a pole that is split and needs to be taken down. The Director stated he would take a look at the tree in question. Commissioner Butterfield made a motion to close the public hearing. The motion was seconded by Commissioner Barber. Voted unanimously. Chairman Emerson closed the public hearing at 6:23 p.m.

Commissioner Butterfield made a motion to grant the pole petition request. The motion seconded by Commissioner Barber. Voted Unanimously.

Pole Petition- Bean Porridge Hill Road (1 pole)

Chairman Emerson opened the public hearing. Mattheus Viena from National Grid presented the project. Mr. Viena stated that the pole was needed to reduce tension/pressure for the new 3-phase cable. This pole will have an anchor on private property and they will again get an easement from property owner. Commissioner Barber made a motion to close the public hearing. The motion was seconded by Commissioner Butterfield. Voted unanimously. Chairman Emerson closed the public hearing at 6:27 p.m. Commissioner Barber made a motion to grant the pole petition request. The motion seconded by Commissioner Butterfield. Voted Unanimously.

Pole Petition- Bean Porridge Hill Road (1 pole)

Chairman Emerson opened the public hearing. Mattheus Viena from National Grid presented the project. Mr. Viena stated that the pole was needed to reduce tension/pressure for the new 3-phase cable. The Director has concerns that 10 healthy trees will need to be removed for existing poles that will need to be upgraded for the project and a tree hearing will need to be scheduled. Commissioner Butterfield made a motion to close the public hearing. The motion was seconded by Commissioner Barber. Voted unanimously. Chairman Emerson closed the public hearing at 6:44 p.m. Commissioner Butterfield made a motion to grant the pole petition request. The motion seconded by Commissioner Barber. Voted Unanimously.

6:45 PM Conduit Petition- Village Inn Road

Chairman Emerson opened the public hearing. Donald Voner, Verizon Representative, presented the project. Mr. Voner was not aware the project had started without the grant of location. He stated that the project consisted of installing two (2) 4-inch conduits. Commissioner Butterfield made a motion to close the public hearing. The motion was seconded by Commissioner Barber. Voted unanimously. Chairman Emerson closed the public hearing at 6:50 p.m. Commissioner Butterfield made a motion to grant the pole petition request. The motion seconded by Commissioner Barber. Voted Unanimously.

Village at Old Mill Road Order of Layout

The Commission reviewed the non-binding report from the Planning Board.

6:53 PM Commissioner Butterfield made a motion for the Public Works Commission to sign the Order of Layout to lay out Old Mill Circle, Kimberly Lane, and Heritage Lane as a Public Ways. The motion seconded by Commissioner Barber. Voted unanimously.

Old Town Farm Road Culvert Replacement- Update

No new update

Current Drought Status/Water Use Restriction

No new update.

Whitmanville Road Bridge Project

The Director informed the Commission that the project is close to completion by the end of this month and he will update at next meeting.

Wachusett Brewery Industrial Pretreatment Program

The Director informed the Commission that Fitchburg may need to extend the Wastewater Intermunicipal Agreement (IMA) that is expiring in March 2022. He will be meeting with the Fitchburg's Deputy Commissioner of Wastewater Jeff Murawski next week to discuss.

Ellis Road Water Storage Tank Replacement –Update

No new update.

Whitman River Sewer Improvements Project Update

No new update.

Route 140 Reconstruction and Improvements Project Update –

The Director informed the Commission that project 1, Hager Park Road, paving is complete and they are just waiting for reflectors for the road and bicycle line painting. Project 2, Worcester Road, is at 75% design submission with MassDOT. Project 2 is in a holding pattern until Article 97 issues for easements on City properties is resolved through special legislation and brought to Fall Town Meeting.

Narrows Road Bridge over Wyman Pond Outlet Project Update-

The Director informed the Commission the contractor will start the work at the beginning of next month. They will be back in the spring to complete intersection improvements. Due to the delays, the town consultant has asked to amend/extend the contract date through June 30, 2022.

7:10 PM Commissioner Barber made a motion to sign the amended contract with Green International Affiliates with new contract date ending June 30, 2022. The motion seconded by Commissioner Butterfield. Voted Unanimously.

Upper Reservoir Dam Culvert Replacement

The Director informed the Commission that the permit for improvements has been submitted to the Office of Dam Safety.

Town Farm Road Watermain- Update

The Director informed the Commission that the contractor has hit rock and it has slowed down the installation of the watermain pipe.

Other items:

Payroll Authorization

The Director informed the Commission that candidate Devin Hayward accepted the vacant highway Truck Driver/Laborer position and is expected to start on October 19, 2021.

7:20 PM Commissioner Butterfield made a motion for the Chairman to sign the payroll authorization for Devin Hayward pending pre-employment requirements. The motion seconded by Commissioner Barber. Voted unanimously.

7:21 PM Commissioner Butterfield made a motion to sign the MassDOT Chapter 90 Reimbursement Request for engineering services Old Town Farm Road Culvert for \$39,868.28. The motion seconded by Commissioner Barber. Voted Unanimously.

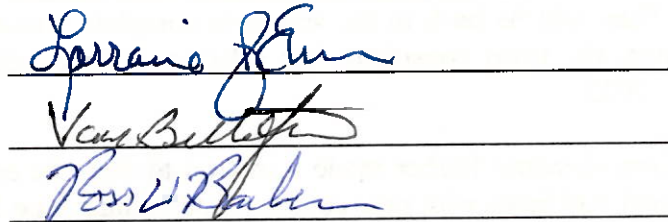
Commissioner Butterfield made a motion to sign the MassDOT Chapter 90 Reimbursement Request for engineering services Reconstruction & Rehab of Two Segments of Rte. 140 for \$416.28. The motion seconded by Commissioner Barber. Voted Unanimously.

Commissioner Butterfield made a motion to sign the MassDOT Small Bridge Reimbursement Request for Bridge No. W-38-030 Narrows Rd over Wyman Pond Outlet for \$6,080.02. The motion seconded by Commissioner Barber. Voted Unanimously.

Commissioner Butterfield made a motion to sign the MassDOT Chapter 90 Reimbursement Request for engineering services Rte. 140 Princeton T/L- Patricia Road for \$1,739.96. The motion seconded by Commissioner Barber. Voted Unanimously.

7:25 PM Commissioner Barber made a motion to adjourn. The motion seconded by Commissioner Butterfield. Voted unanimously.

APPROVED WESTMINSTER PUBLIC WORKS COMMISSION



The block contains three handwritten signatures in blue ink, each written over a horizontal line. The signatures are: 1. Lorraine R. Kim, 2. Vincent Butterfield, and 3. Ross W. Barber.

Documents / Exhibits

1. Snow plow contracts, Ben Mountain, Lafferty Enterprises
2. Pole/Conduit Petitions
3. Order of Layout Old Mill Circle, Kimberly Lane, and Heritage Lane
4. Amend engineering agreement Narrows Road Bridge
5. Payroll Authorization
6. MassDOT Reimbursement Requests